

Washington State Department of Transportation
Public Transportation and Rail Division

Regional Mobility Grant Program
2005-2007 Call for Projects

APPLICATIONS DUE NOVEMBER 1, 2005

The Washington State Legislature recently increased the state's role in public transportation by adopting Substitute House Bill 2124 which establishes the Washington State Department of Transportation (WSDOT) Office of Transit Mobility within the WSDOT Public Transportation and Rail Division and creates a new grant program to support projects across the state that increase connection and coordination of transit and improve efficiencies on transportation corridors through public transportation.

The Washington State Legislature included \$20 million to support public transportation efficiency projects and the department is to play a guiding role in coordinating public transportation services, increasing connections between those services and increase the integration of public transportation and the highway system. The following provides details for the Regional Mobility Grant Program.

Purpose

The purpose of the Regional Mobility Grant Program is to aid local governments in funding projects such as the following:

- **Inter-jurisdictional service** – projects that improve connectivity between counties and regional population centers.
- **Park and ride lots** – projects that enhance the efficiency of regional corridors in moving people among jurisdictions and modes of transportation.
- **Rush hour transit service** – projects that increase capacity on congested corridors.
- **Projects that improve connectivity and efficiency of the transportation system** – projects that enhance corridor efficiency and reduce delay for people and goods.
- For additional information on the purpose of this grant program see the criteria at the end of this application.

Funding

The program could distribute \$20 million in grant funds however the total program amount is subject to change pending revised funding availability. Capital grants can cross over biennium pending legislative authorization and service related or operating

assistance projects are limited to the biennium of issue. The Washington State Legislature will make final determination for projects and awards.

Match requirement

There is no match requirement; however, strong consideration will be given to projects that provide a local match. Projects are to be submitted as a complete project and all secured or unsecured funds and in-kind services should be identified on the report form and described in the essay questionnaire.

Eligible applicants

Local governments are eligible to apply. Local governments include cities, counties and public transportation benefit districts.

General Application Requirements

1. Applicants are required to complete the **Regional Mobility Grant Report Form** which includes the following information.
 - a. All proposals must specifically describe the project in 2-3 sentences, identify the problem solved through the project, total dollar amount of grant request, describe what the funds will be used for and attach a one-page project map or picture (no larger than 8.5" x 11") **and** a one-page land use map. The maps are limited to 2 pages and will not count toward the 5-page limit for the essay questionnaire.
 - b. All proposals must describe the project lead agency, project manager and any partners (financial or support) for the project. Projects combined or grouped with other projects must be identified. Any projects that require services or funds from another jurisdiction must provide a letter of concurrence from the jurisdiction.
 - c. All proposals must describe how success of the project will be measured and reported.
 - Describe how you plan to measure and report the success of the project for the duration of the grant including both quantitative and qualitative measures. For example, what is the expected improvement of person delay or person throughput associated with the project? What are the steps you will take to achieve measurable success?
 - d. Attach email correspondence from the Metropolitan Planning Organization (MPO)/Regional Transportation Planning Organization (RTPO) and the relevant transit agencies to verify the project is consistent with the regional transportation plan or policies, local transportation plans or policies and relevant local transit plans or policies. Correspondence should be the final attachment in the proposal. Requests for correspondence documenting consistency with regional plans **must occur by**



October 14 to allow the RTPO and the relevant transit agencies adequate time for consistency review.

Project proponents should provide the RTPO with the following information in their request for funds including: Applicants will need to address one of the following for the MPO/RTPO to be able to assert that the project is consistent with the regional transportation plan: (a) The project has been programmed in a Regional TIP, which means that it has already been found to be consistent with the regional plan; (b) The project was explicitly found to consistent with the regional plan by other MPO/RTPO action such as the PSRC project approval (Candidate-to-Approved) process; or (c) The project is included in the sponsor agency's current system or comprehensive plan AND the project is included or consistent with the affected local jurisdictions' current comprehensive plan.

Applicants must answer all questions to allow the MPO/RTPO to conduct the consistency review:

- Is the project now programmed in the Regional Transportation Improvement Plan? (YES) (NO) If yes, cite the project identifying number.
 - Has the project undergone explicit consistency review as part of an MPO/RTPO project approval or similar action? (YES) (NO) If yes, cite the project identifying number in the RTP/MTP.
 - Is the project in the sponsor's system or comprehensive plan? (YES) (NO) If yes, cite the document and page (or Web URL) and attach a copy.
 - Is the project in the comprehensive plans or 6-year Capital Improvement Plan's of the affected county and city jurisdictions? (YES) (NO) If yes, cite the documents and pages (or Web URL's) and attach copy of the specific policies.
- e. What is the financial plan for the project?
Describe the financial plan for both capital and operational costs needed to complete the project. List financial partners and identify whether the funding is secured or unsecured.

Once a project is funded, the grantee will be required to:

2. Report on the progress/implementation of the project each quarter and report on the status of accomplishment and project measures described on the Regional Mobility Grant Report form and essay questionnaire.
3. Applicants are required to place signs or placards identifying the project as a Transportation Partnership Project.

Project Proposals

1. The first section of the application must be a complete Regional Mobility Grant Report form that describes the information listed above in the General Application Requirements section. Please attach the RTPPO and transit correspondence, project map and the land use map at the end of the proposal.
2. The main part of the proposal must be an essay that addresses the following questions in **5** pages or less. Pages should be 8.5"x11" formatted with Arial minimum 11pt font, left and right margins at 1.25", top and bottom margins at 1". Please include a header that identifies the name of the project proposal and the lead agency and a footer that identifies the page number and the total number of pages (ex. pg 2 of 4). Applications should be submitted as Microsoft Word documents or Adobe Acrobat pdf file and describe the following:
 - A. System Efficiency – Describe the transportation problem, current conditions/trends and impacts on the congested corridor
For example:
 - Describe the current and forecast performance and person delay in the corridor and its impact on any existing public transportation services.
 - How will this project improve overall system performance in the corridor and on public transportation, including multimodal options (reduction in VMT, trip reliability, ridership, ADT, person hours of delay and level of service)?
 - Describe the increase in transit ridership anticipated from the project.
 - Will the project fill a gap in regional service?
 - B. System Integration – Describe how the project will lead to improved integration and system coordination?
For example:
 - **How will this project improve system integration of multiple modes, including public transportation services, multiple transit agencies, pedestrian/bike facilities, ferries, or intercity transportation services?**



C. What is the financial commitment to continue the project after the initial grant?

For example:

- Please define what the secured funding is and how it has been secured. This would include the matching funds or in-kind services.
- What is the plan to sustain the project following completion of the project?
- What are the benefits of the projects after completion of the project?

D. What is the timeline for project implementation?

For example:

- Describe the project schedule with key milestones and completion date.
- Describe schedule for relevant project permits.
- If this is a multi-phase project, please include all phases and clearly identify what phase the grant will fund.

E. Other relevant information

For example:

- Is there any additional information that should be considered of value to the application?

Submittal Process

- **Electronic copies** of the completed proposals are required (paper submittals will not be accepted) and are due by **November 1, 2005 -- no later than 4:00 pm.** Project proposals/applications may be provided on cd to the following address:

ATTN: Regional Mobility Grant Program
WSDOT Office of Transit Mobility
401 Second Avenue South, Suite 560
Seattle, WA 98104

OR

By e-mail to OTMGrants@wsdot.wa.gov

Selection Process

The WSDOT Office of Transit Mobility Advisory Committee, supported by the Grant Technical Work Group will **evaluate the proposals** and make recommendations. Once ranked, the High category project proposals will be bundled together and an analysis will be performed by WSDOT to describe the anticipated improvements from the projects to the transportation system as a whole. Prioritized projects and this analysis will be submitted to the Washington State Legislature by December 1, 2005, who will make final decisions on projects and grant awards. Announcements on awards are expected after January 2006.